

Draft Minutes of the Maricopa HOME Consortium Public Meeting
April 20, 2017
9:30 a.m.

Consortium Members Present:

Matt Hess, City of Avondale
Donita Gaulden, City of Chandler
Melanie Dykstra, Town of Gilbert (telephonically)
Jaime Gonzalez, City of Peoria
Michelle Albanese, City of Scottsdale
Alicia Rubio, City of Surprise
Elizabeth Garcia, City of Tempe
Rachel Milne, Maricopa County

Others Present:

Justin Boyd, City of Scottsdale
Lorita Arnold, Maricopa County
Carissa Cyr, Maricopa County
Regina Marette, Maricopa County

1. Call to Order

At 9:35 a.m., Rachel Milne called to order the April 20, 2017 Maricopa HOME Consortium Public Meeting held in the Roosevelt Room, at 234 North Central Ave., 3rd Floor, Phoenix, Arizona 85004.

2. Roll Call

Regina Marette called the roll and a quorum was established.

3. Approval of Minutes (3/16/17)

Jaime said that she reported the Environmental Reviews were costing \$4,000, not \$7,000. Regina noted that Charyn Eirich-Palmisano motioned to adjourn the meeting, not Carin Imig. Rachel called for a motion to approve the minutes (with the above corrections) of the March 16, 2017 monthly HOME Consortium Public Meeting. Michelle Albanese motioned to approve the March 16, 2017 minutes. The motion was seconded by Jaime Gonzalez and passed unanimously.

4. Program Year Expenditure Update Report

Rachel announced that Lorita would not be able to attend the meeting, but Regina sent out the financials to everyone electronically. She asked everyone to review and to let the County know if they had any corrections.

5. CHDO Update

Regina gave the consortium an update on Guadalupe CDC: 2014 contract calls for the new construction of 4 single family homes. Bids received on water/sewer, concrete, plumbing and grading. Permits pulled and construction to begin in approximately 2 weeks with estimated completion in December. Four families have been qualified. Donita updated the members on Chandler's CHDO contract with Newtown CDC. One house completed; one closing escrow in May and sold to a FSS public housing participant; final of 3 houses acquired and under construction. Melanie gave an update on Gilbert's activities with their non-profit ARM of Save the Family, although it was pointed out that their contract is not a CHDO contract. ARM has acquired a home with their 2016 HOME funds and the property is currently being rehabilitated.

6. Activity Status Update

Each consortium member gave an overview of their current HOME activities, including where they are at with their 2015 commitments.

Michelle Albanese stated that they have had numerous challenges with their 2015 funds, which are subgranted to Habitat for Humanity. In spite of their marketing efforts she stated there was a strong possibility that the funds (\$206,420, of which \$12,901 is allocated for administration) would be returned to the consortium. In reference to Scottsdale's 2016 funds, the contract has not been executed and there is a possibility that those funds would be returned as well. She stated that even though there is great need in south Scottsdale, the property values often exceed the HOME limits. Rachel said that the County offers weatherization funds to that area.

Rachel said once Scottsdale confirms the return of the funds, the County will accept proposals from the Consortium to reallocate the funds as quickly as possible, in order to meet the 2015 commitment deadline. She stated that because of the extremely tight timeframe, in addition to limited Board and council meetings, the funds would need to be allocated to a project currently in the Action Plan. In order to expedite the commitment, the funds should be allocated to an activity that would just require an amendment. Rachel said the Consortium should expect an informal request for proposals from the members as soon as Scottsdale releases the funds. She stated that members should anticipate voting on an activity for reallocation at the May meeting, assuming Scottsdale returns the funds.

7. Update-Commitment and Expenditure Deadlines

Regina reported that the 2015 commitment shortfall is currently \$880,551. The deadline to commit 2015 funds is August 31, 2017. Regina stated that 2015 funds that are subgranted must be committed by August 31, 2018. At this point, that only applies to the Guadalupe CDC, City of Avondale, and the City of Scottsdale.

It was also noted that all pre-2015 funds must be committed by August 31, 2017 as well. The commitment shortfall for pre-2015 funds is currently \$232,490.

Matt asked if the County would prepare a spreadsheet that showed all the Consortium funds by City/Town, including the various HUD deadlines that apply. Rachel said the County will definitely provide a spreadsheet to the Consortium.

8. Announcements

- Q & A Webinar: Rachel said that there was some conflicting information from what Earl Cook, HUD Program Manager stated at the January Consortium meeting and the HUD Q & A webinar regarding HOME Commitment Interim Rule on March 30, 2017. Rachel and Regina met with Earl earlier this week for clarification. Regarding the receipting and reporting of program income: the March 31st reporting deadline still stands. PI earned between the March 31st deadline and June 30th will eventually require an amendment to the 2017-18 AAP in order to be assigned to a project and expended. According to Earl, in order to comply with CPD Notice 97-09, the Consortium must continue to receipt PI monthly.
- Annual Action Plan Update: Carissa reminded everyone that at the March meeting, the County informed the members that it was waiting to begin the 30-day public comment period until HUD released the FY17-18 allocations. However, as we do not have allocations yet, the County is going to move forward and begin the citizen participation process with estimated funding levels based on FY16-17. The draft

action plan will be available for public comment May 1-31. The goal is to get approval from the Board of Supervisors at a meeting in June, if HUD has released the allocations by that time. Once approved by the BOS, we will submit the plan to HUD, which will also submit the Consortium member's CDBG plans automatically at the same time.

9. Call to the Public-

The public had no comment.

10. Adjournment-

There being no other business, the Chair entertained a motion for adjournment by Matt Hess and seconded by Michelle Albanese. The motion passed unanimously. The meeting was adjourned at approximately 10:35 a.m. The next scheduled public meeting will be May 18, 2017.

Respectfully submitted,



Regina Marette

Recording Secretary